



FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

CHAMAN METALLICS LIMITED



GROUP
Benchmark of quality



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1. INTRODUCTION

1.1 The familiarization programme the Independent Directors of the Company is to familiarize them with the Company, their roles, rights, responsibilities towards the Company as Independent Director, nature of the industry in which the Company operates, their business model, etc. Independent Directors are required to interact with the senior management personnel and to ensure their involvement towards discussion and business-related activities.

2. PURPOSE AND OBJECTIVE OF THE PROGRAMME

2.1 To provide insights into the Company to enable the Independent Directors to understand the Company's business in depth that would facilitate their active participation in management decisions of the Company effectively.

3. FAMILIARIZATION AND CONTINUING EDUCATION PROCESS

3.1 The Company through its Managing Director/ Executive Director/ Key Managerial Personnel conducts programmes/ presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company.

3.2 Such programmes/ presentations provide an opportunity to the Independent Directors to interact with the Senior Management of the Company and help them to understand the Company's strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.

3.3 The programmes/presentations also familiarizes the Independent Directors with their roles, rights and responsibilities.

- 3.4 When a new Independent Director joins the Board of the Company, a meeting is arranged with the Chairperson, Managing Director, Chief Financial Officer to discuss the functioning of the Board and the nature of the operations of the Company's business activities.
- 3.5 New Independent Directors are provided with copy of latest Annual Report, the Code of Conduct for Board and Senior Management and the Code of Conduct for prohibition of Insider Trading and Code of Practices and Procedures for Fair Disclosure of Unpublished Price Sensitive Information and other relevant information.
- 3.6 The Company provides Directors with the tours of its facilities from time to time.
- 3.7 A detailed Appointment Letter outlining their role, duties and responsibilities, remuneration and performance evaluation process, insurance cover, Code of Conduct and disclosures obligations, is issued for the acceptance of the Independent Directors.

4. OTHER INITIATIVES TO UPDATE THE DIRECTORS ON A CONTINUING BASIS

- 4.1 The Directors get an opportunity to visit Company's plants, where plant heads apprise them of the operational and sustainability aspects of the plants to enable them to have full understanding on the activities of the Company and initiatives taken on safety, quality, CSR, Sustainability etc.
- 4.2 At various Board meetings conducted during the year, presentations are made to the Board on safety, health and environment and sustainability issue, risk management, Company policies, changes in the regulatory environment applicable to the corporate sector and to the industry in which it operates business excellence under the Business Excellence Model with areas of improvement and other relevant issue.



- 4.3 Presentations on operations made to the Board include information on business performance, operations, market share, financial parameters, working capital management, fund flows, senior management change, major litigation, compliances, subsidiary information, donations, regulatory scenario etc.
- 4.4 Financial Results/ press release of the Company are sent to the Directors.